



SUNSHINE COAST REGIONAL DISTRICT



SPECIAL BOARD MEETING TO BE HELD IN THE BOARDROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

THURSDAY, JULY 30, 2020

AMENDED AGENDA

CALL TO ORDER 2:30 p.m.

AGENDA

1. Adoption of agenda

MINUTES

BUSINESS ARISING FROM MINUTES AND UNFINISHED BUSINESS

PRESENTATIONS AND DELEGATIONS

REPORTS

2. Corporate and Administrative Services Committee recommendation Annex A
Nos. ⇒**AMENDED** 1-17 of July 23, 2020 ⇒**ADDED** (*recommendation* Pages 1 – 6
No. 18 previously adopted) **(no changes)**
3. ⇒**ADD** Corporate and Administrative Services Committee pp 7 - 11
recommendations of July 30, 2020

COMMUNICATIONS

MOTIONS

BYLAWS

DIRECTORS' REPORTS

NEW BUSINESS

IN CAMERA

⇒**AMENDED** THAT the public be excluded from attendance at the meeting in accordance with Section 90 (1) (a), (c), (g), (k) and 2 (b) of the *Community Charter* – “*personal information about an identifiable individual...*”, “*labour relations...*”, “*litigation or potential litigation...*”, “*negotiations and related discussion respecting the proposed provision of a municipal service...*” and “*the consideration of information received and held in confidence relating to negotiations between the municipality...*”.

ADJOURNMENT

**SUNSHINE COAST REGIONAL DISTRICT
SPECIAL CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE**

July 30, 2020

RECOMMENDATIONS FROM THE SPECIAL CORPORATE AND ADMINISTRATIVE SERVICES COMMITTEE MEETING HELD IN THE BOARD ROOM OF THE SUNSHINE COAST REGIONAL DISTRICT OFFICES AT 1975 FIELD ROAD, SECHELT, B.C.

PRESENT*:	Chair	District of Sechelt	D. Siegers
	Directors	Electoral Area D Electoral Area A Electoral Area B Electoral Area E Electoral Area F Town of Gibsons District of Sechelt SIGD	A. Tize L. Lee L. Pratt D. McMahon M. Hiltz D. Croal A. Toth (Part) W. Paull
ALSO PRESENT*:	Chief Administrative Officer		D. McKinley
	G.M., Corporate Services / Chief Financial Officer		T. Perreault
	Corporate Officer		S. Reid
	Senior Manager, Human Resources		G. Parker (Part)
	G.M., Planning and Community Development		I. Hall
	Chief Building Official		A. Whittleton (Part)
	Assistant Manager, Recreation Services		A. O'Donohue (Part)
	Facility Services Coordinator		A. Van Velzen (Part)
	Administrative Assistant / Recorder		T. Crosby
	Media		2
	Public		4

**Directors, staff, and other attendees present for the meeting participated by means of electronic or other communication facilities in accordance with Sunshine Coast Regional District Board Procedures Bylaw 717.*

CALL TO ORDER 9:31 a.m.

AGENDA The agenda was adopted as amended, as follows:

- Add to Agenda Item #7 as an attachment ANNEX E from Corporate and Administrative Services Committee Meeting April 25, 2019 titled Federal Gas Tax Fund Overview.

REPORTS**Recommendation No. 1** *Ministerial Order M192 – In-Person Participation at Board Meetings*

The Corporate and Administrative Services Committee recommended that the report titled Ministerial Order M192 – In-Person Participation at Board Meetings be received;

AND THAT pursuant to Ministerial Order M192, in-person attendance of the public at Sunshine Coast Regional District (SCRD) Board meetings cannot be fully accommodated in accordance with the applicable requirements or recommendations under the *Public Health Act* because of limitations on mass gatherings and the inability to provide for adequate physical distancing with the full Board, staff and members of the public present in the SCRD Boardroom;

AND THAT this resolution applies to SCRD meetings of the Board, Standing Committees, Select Committees, Advisory Committees, Advisory Planning Commissions, Public Hearings and the Board of Variance for the duration of the Order of the Provincial Health Officer on Mass Gathering Events and the Provincial State of Emergency and any extension of the duration of that declaration in effect;

AND FURTHER THAT the SCRD is ensuring openness, transparency, accessibility, and accountability for meetings by:

- i. allowing the public to hear, watch, and participate in electronic meetings in real time by electronic means or other communication facilities;
- ii. allowing the public to hear and watch electronic meetings via live-stream broadcasting on SCR D's YouTube channel;
- iii. archiving meeting video on SCR D's YouTube channel for future viewing by members of the public;
- iv. providing notice of the meeting and the means of watching, hearing, and participating in the electronic meeting in accordance with the requirements of the *Local Government Act*;
- v. making the meeting agenda, links to join electronic meetings, links to watch recorded or live-stream meetings, as well as all other relevant documents, available on the SCR D website;
- vi. making meeting agendas, as well as other relevant documents available upon request in print copy at the Field Road Administration Office;
- vii. allowing the public to ask questions or submit input on agenda items by email;
- viii. exploring options to re-open the SCR D Boardroom to facilitate combining electronic and in-person public attendance at SCR D Board and Standing Committee meetings in alignment with provincial public health orders and guidance.

Recommendation No. 2 *Sunshine Coast Regional District Restart Plan*

The Corporate and Administrative Services Committee recommended that the report titled Sunshine Coast Regional District (SCRD) Restart Plan be received;

AND THAT the SCR D Restart Plan be adopted as amended to add Version Number and Date;

AND FURTHER THAT staff be directed to implement the SCR D Restart Plan.

Recommendation No. 3 *BC Energy Step Code Survey Results Update*

The Corporate and Administrative Services Committee recommended that the report titled BC Energy Step Code Survey Results Update be received;

AND THAT staff prepare a communication strategy for the implementation of the BC Energy Step Code and report to a future Committee;

AND FURTHER THAT staff prepare bylaw amendments to implement the BC Energy Step Code to Step 1 for all new Part 3 and Part 9 buildings.

Recommendation No. 4 *BC Energy Step Code*

The Corporate and Administrative Services Committee recommended that the BC Energy Step Code report be referred to the Sunshine Coast Regional Economic Development Organization (SCREDO) with a request to coordinate work with Coast Community Builders' Association to support implementation of the Step Code and identify any potential barriers to implementation on the Sunshine Coast.

Recommendation No. 5 *Recreation Restart - Updated Financial Implications*

The Corporate and Administrative Services Committee recommended that the report titled Recreation Restart - Updated Financial Implications be received;

AND THAT the Sechelt Aquatic Centre be re-opened at Service Level Two (full opening during the pandemic) in September 2020, while meeting all health and safety guidelines and with limited instructor-led programming.

Directors Hiltz and McMahon opposed.

Recommendation No. 6 *Recreation Facility Cost Offset Options*

The Corporate and Administrative Services Committee recommended that staff explore the feasibility of Corporate Sponsorship to offset costs related to the reopening of the Community Recreation Facilities and to request continued support for the recreation facilities;

AND THAT the solicitation of donations from the community also be considered.

The Committee recessed at 11:57 a.m. and reconvened at 11:04 a.m.

Recommendation No. 7 *Long Term Debt*

The Corporate and Administrative Services Committee recommended that the report titled Long Term Debt as at June 30, 2020 be received for information.

Recommendation No. 8 *Gas Tax Community Works Fund Update*

The Corporate and Administrative Services Committee recommended that the report titled Gas Tax Community Works Fund Update be received;

AND THAT staff work with the Coast Mountain Bike Trail Association regarding possible collaboration of a pump track at Sprockids Park;

AND FURTHER THAT staff confirm that multiple Electoral Area Gas Tax funds can be provided to support the project.

Recommendation No. 9 *Gas Tax Community Works – Recreation Project*

The Corporate and Administrative Services Committee recommended that staff explore the feasibility of using Gas Tax Community Works Funds for a solar roof project at the Gibsons and Area Community Centre.

Recommendation No. 10 *Gas Tax Community Works Funds Policy*

The Corporate and Administrative Services Committee recommended that staff report to a future Committee in 2020 regarding a policy for the administration of the Community Works Fund Gas Tax funding.

Recommendation No. 11 *Director Constituency and Travel Expense*

The Corporate and Administrative Services Committee recommended that the report titled Director Constituency and Travel Expense for Period Ending June 30, 2020 be received for information.

Recommendation No. 12 *Corporate and Administrative Services – Semi-Annual Report*

The Corporate and Administrative Services Committee recommended that the report titled Corporate and Administrative Services – Semi-Annual Report for January to June 2020 be received for information.

Director Toth left the meeting at 11:35 a.m.

COMMUNICATIONS

Recommendation No. 13 *BC Timber Sales Sunshine Coast 2020-2024 Operational Plan North Lake Amendment*

The Corporate and Administrative Services Committee recommended that the correspondence from Amanda Girard, Planning Forester, BC Timber Sales (BCTS) regarding BCTS Sunshine Coast 2020-2024 Operational Plan North Lake Amendment be received.

Recommendation No. 14 *COVID-19 Related Measures Act (Bill 19)*

The Corporate and Administrative Services Committee recommended that the correspondence from Mike Farnworth, Minister of Public Safety and Solicitor General and Selina Robinson, Minister of Public Affairs and Housing regarding COVID-19 Related Measures Act (Bill 19) be received.

Recommendation No. 15 *Royal Canadian Marine Search and Rescue Letter of Support*

The Corporate and Administrative Services Committee recommended that the correspondence from Lexa Pomfret, Quartermaster, Royal Canadian Marine Search and Rescue, Station 12, Halfmoon Bay (RCMSAR 12) requesting a letter of support be received;

AND THAT a letter of support be sent to RCMSAR 12 for an application to the Provincial Government for a grant.

Recommendation No. 16 *Special Corporate and Administrative Services Committee Meeting Minutes*

The Corporate and Administrative Services Committee recommended that the minutes of the July 30, 2020 Special Corporate and Administrative Services Committee Meeting be forwarded to the Special Board Meeting on July 30, 2020.

ADJOURNMENT 11:46 a.m.

Committee Chair